

---

**A four-day professional development opportunity for educators wanting to enhance their curriculum through the integration of 21<sup>st</sup> Century skills.**

***What is the purpose of the Workshop?***

Educators will improve classroom instruction and student achievement through the infusion of technology into the curriculum. Content and standards that are already a part of the curriculum will be enhanced by creating a unit plan that instills technology into the students' learning. The goals of the Technology Integration Workshop are to:

- Demonstrate technology integration methods for teachers.
- Connect teachers with Business Partners to experience first-hand technology and workplace skills.
- Expand a database of technology integrated lesson plans.
- Increase teachers' level of technology knowledge.

Attendees meet these goals by:

- Modifying a lesson/unit plan to include the use of technology with subject content.
- Meeting with a volunteer Business Partner to share ideas and observe current technology and workplace skills used in business.
- Sharing knowledge and learning activities with colleagues.
- Contributing to, and drawing from, BestPrep's Technology Lesson Library.
- Using a variety of technological resources including interactive white board, electronic and mobile devices.

***Who is eligible?***

Educators who have a desire to gain knowledge in technological literacy and those looking for new ideas on how to incorporate technology into their curriculum are welcome to participate. Educators at all technology levels are encouraged to apply.

***What is the schedule and what is expected?***

The Workshop includes 28 hours of class time from August 1-4, 2011. Attendees are required to participate in all four days of the Workshop. Participants prepare and bring the following to the first day of the Workshop:

- ☐ A unit plan that can be covered in two weeks or less.
- ☐ Familiarity with the lesson design method *Understanding by Design* (information provided).

\*Teams are encouraged to apply. Teams consist of educators from the same school or school district. Fee for teams of 2 educators is \$175 each; 3 or more educators are \$150 each. Applications must be submitted together.

***What is required at the time of registration?***

- ☐ Completed registration form including the Technology Skills Assessment
- ☐ Registration fee of \$200; discounts apply for teams. \*If staff development funds are not available, teachers may apply for a scholarship.

Priority deadline for accepting registrations is **April 15, 2011**. Fees increase by \$25 after that date. Applicants will be notified of their acceptance into the program within ten days of receipt of their application and payment. Pre-work will be sent at that time, which must be returned within three weeks of Workshop acceptance. Applications not accepted will be returned along with a full refund.

***Continuing education and graduate credit is available through UST.***

Participants may register for two graduate credits for an additional fee. Those registering for credit will send their unit plan to the instructor for evaluation. Continuing education certificates will be awarded at the conclusion of the Workshop.

**For more information, contact:**

Bonnie Vagasky at 763-398-0090 x227, toll-free 877-322-6826 x227  
or [bvagasky@bestprep.org](mailto:bvagasky@bestprep.org).

**UNIVERSITY of ST. THOMAS**

Join us on the University of St. Thomas' beautiful Minneapolis Campus; located in the heart of downtown—walking distance to many favorites including Target Field, Target Center, Light Rail Line, the Farmer's Market, theatre district, Nicollet Mall, shopping, restaurants, and more.

# 2011

Technology Integration Workshop  
Registration Form  
University of St. Thomas, Minneapolis, MN  
August 1-4, 2011

## Part 1: Personal and Career Information

Name: \_\_\_\_\_ Preferred Name: \_\_\_\_\_

### *Please provide your work information:*

School Name: \_\_\_\_\_ Principal's Name: \_\_\_\_\_

Subject(s) Taught: \_\_\_\_\_ # of students taught this year: \_\_\_\_\_ Full-time ☐ Part-time ☐

Your Position/Title: \_\_\_\_\_ Grade Level: \_\_\_\_\_

Work Address: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Work Fax: \_\_\_\_\_

Work Email: \_\_\_\_\_ # of Years of Teaching: \_\_\_\_\_

### *Please provide your home information:*

Home Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Best way to reach me during the school year (circle one): Work Email Work Phone Home Email Home Phone Cell Phone

Best way to reach me during the summer (circle one): Work Email Work Phone Home Email Home Phone Cell Phone

Primary email account used during the school year: Work Email Home Email During the Summer: Work Email Home Email

## Part 2: Payment

The \$200 (\$175 each for two teachers/\$150 each for three or more teachers) **non-refundable** registration fee can be made by check, money order, VISA/MC or purchase order. (Discounted applications must be submitted together.) **Space is limited and is available first-come, first-serve**; send in your registration form and payment early to guarantee a spot. Priority deadline is April 15, 2011. Registration fee increases \$25 per person after that date. Registration forms and payment must be mailed together. **Scholarships are available to teachers/schools that lack staff development funds. Please contact us for a scholarship application.**

1. Make check or money order payable to: BestPrep

2. For VISA/MasterCard or American Express complete the following information:

Name on Card \_\_\_\_\_ Exp Date \_\_\_\_\_ / \_\_\_\_\_

Card # \_\_\_\_\_ Signature \_\_\_\_\_

## Part 3: Technology Skills Assessment

Include the completed Technology Skills Assessment along with your registration form. All participants must have basic computer skills.

## Return Your Registration Form and Payment to:

BestPrep  
7100 Northland Circle N, Suite 402  
Brooklyn Park, MN 55428

Phone: 763-398-0090 x227

Fax: 763-398-0391

[tiw@bestprep.org](mailto:tiw@bestprep.org)

[www.bestprep.org](http://www.bestprep.org)

**For Office Use Only:** Date Rec'd: \_\_\_\_\_ Pmt Rec'd: \_\_\_\_\_ Pmt Type/Ck#: \_\_\_\_\_ Entered in Database: \_\_\_\_\_ Accept Pkg. Mailed: \_\_\_\_\_

### Part 3: Technology Skills Assessment

**Rate your comfort level (0-5) with each of the following (five being the highest):**

	PC (Windows) platform			Laptop or Notebook computer
	Mac platform			Desktop computer

**State your familiarity with the curriculum writing method *Understanding by Design*.**

_____	Not at all familiar	_____	Somewhat familiar	_____	Very familiar
-------	---------------------	-------	-------------------	-------	---------------

**How often do students in your classroom use technology in or four your class?**

_____	More than once a week	_____	Once a week	_____	Once a month	_____	Once per term	_____	Never
-------	-----------------------	-------	-------------	-------	--------------	-------	---------------	-------	-------

**Indicate three topics from the list below that you would be most interested in learning about during a breakout session. Efforts will be made to offer the sessions selected.**

Check	Session topic	Check	Session topic
	Excel Basic		Student response systems
	Excel Adv./Intermediate		Blogs
	PowerPoint Basic		Assistive technology
	PowerPoint Adv./Intermediate		Career & workplace trends
	Database use and creation		Resume & job search skills for students
	Interactive white boards		Creating an online course
	Design elements of web pages		Moodle/D2L (circle one)
	Digital cameras for classroom use		Podcasts/podcasting
	Video creation and editing		iPods
	Google Docs/Apps		iPads
	Google Earth		Other _____

**Indicate how often you use these technologies for personnel use and for classroom use as well as how often your students use then in your classroom.**

5 – Daily    4 - Once per week    3 - Once per month    2 - Once per term    1 – Never

Item	Personal Use	Your Classroom/School Use	Student Use
Microsoft Excel			
Microsoft PowerPoint			
Databases			
Interactive white boards			
Slates/Airliner			
Student response systems			
Digital cameras			
Video/Flip camera			
Document cameras			
Google Docs/Apps			
Google Earth			
Electronic probes/scales			
Reading/Creating blogs			
Moodle/D2L/Blackboard			
iPad			
iPod/iPod Touch			
Kindle/Nook			
Other _____			